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FITNESS REPORT	EMPLOYEE SERIAL NUMBER
SECTION A GENE	RAI
SECTION A	DATE OF BIRTH 3. SEX 4. GRADE 5. SD
·· NAME	31 January24 Male GS-13
M	OFF/DIV/BR OF ASSIGNMENT 8. CURRENT STATION
Investigator RA	OS
9. CHECK (X) TYPE OF APPOINTMENT	CHECK (X) TYPE OF REPORT
Y CAREER RESERVE TEMPORARY	INITIAL REASSIGNMENT SUPERVISOR
CAREER-PROVISIONAL (See instructions - Section C)	X ANNUAL REASSIGNMENT EMPLOYEE
SPECIAL (Specify):	SPECIAL (Specify):
11. DATE REPORT DUE IN O.P.	2. REPORTING PERIOD (From- to-)
31 January 63	1 January 62 - 31 December 62
SECTION B PERFORMANCE	
positive remedial action. The nature of the action probation, to reassignment or to separation. Desired A - Adequate Performance meets all requirements. It is entirely excellence. P - Proficient S - Strong Performance is more than satisfactory. Desired to separational proficulty. Performance is characterized by exceptional proficulty.	y satisfactory and is characterized neither by deficiency nor esults are being produced in a proficient manner. ciency. rements of the work and in comparison to the performance of
others doing similar work as to warrant special re	
SPECIFIC	
List up to six of the most important specific duties performed during manner in which employee performs EACH specific duty. Consider (with supervisory responsibilities MUST be rated on their ability to s	INI T effectiveness in Deltormance of that auty. All employees
Plans and arranges assignment instruct coverage of persons and things.	tions to effect investigative
Applies to conduct of investigations consistent therewith.	investigations and completes P
SPECIFIC DUTY NO. 3	RATING
Performs specialized and delicate serving judgment.	
SPECIFIC DUTY NO. 4	RATING LETTER
Plans and organizes work to achieve excompletion of investigative assignments.	xpeditious and economical
SPECIFIC DUTY NO. 5	RATING LETTER
Reports on information obtained throw and prepares correspondence in connection	gh investigative processing A/P
SPECIFIC DUTY NO. 6 . TO PERCO AND PERCONDENS TO SECURITY OF THE FEED AND THE FEE	RATING LETTER TO THE WORLD TO THE WORLD THE COMMENT OF THE CHARGE
OVERALL PERFORMANCE	IN CURRENT POSITION
Take into account everything about the employee which influences formance of specific duties, productivity, conduct on job, cooper particular limitations or talents. Based on your knowledge of emplace the letter in the rating box corresponding to the statement where	his effectiveness in his current position such as per- rativeness, pertinent personal traits or habits, and ployee's overall performance during the rating period,

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APPROVED FOR RELEASE DATE: NOV 2007

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(When Filed In)

ndicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their selationship to werall performance. Give recommendations for training Magnet werall performance. State suggestions made for improvement of work performance. Give recommendations for training Magnet Magnet of the provide best on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best on foreign language competence, if required for current positions. Manner of performance of managerial or supervisory duties must be described, if	overall performance. State suggestion foreign language competence, if repassions for determining future personne applicable.			
the past year. Continuing to operate in a thoroughly proressional manner, his production has been high and the quality has been maintained. Working hard and usually under pressure, Tex responds to any and all demands made on him and his attitude and cooperative manner are outstanding. Personable, he creates a very favorable impression and wears well. He has established some valuable contacts throughout his territory which have proven very profitable. An experienced, capable and dependable resident agent, Monty's contribution is and has been one of		equired for current position. Amplify or expla equired for current position. Amplify or expla el action. <u>Manner of performance of managerio</u>	in ratings given in Section B to provide at or supervisory duties must be described AN 29 2 42 PM 363	best ed, if
SECTION D CERTIFICATION AND COMMENTS BY EMPLOYEE I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT DATE SIGNATURE OF EMPLOYEE 2. BY SUPERVISOR MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION Discussed telephonically. Will be shown to employee at May Agents Conference. OFFICIAL TITLE OF SUPERVISOR I feel that Agent Mills is a better-than-average Resident Agent. Based on personal knowledge and in consideration of the SAC's narrative comments, I would rate him slightly higher than Proficient in over-all peformance. OFFICIAL TITLE OF REVIEWING OFFICIAL TYPED OR PRINTED NAME AND SIGNATURE 17 January 1963 BY REVIEWING OFFICIAL I feel that Agent Mills is a better-than-average Resident Agent. Based on personal knowledge and in consideration of the SAC's narrative comments, I would rate him slightly higher than Proficient in over-all peformance.	the past year. Continuis production has been hard and usually under him and his attitude he creates a very favorsome valuable contact profitable. An exper	nuing to operate in a thorough en high and the quality has been r pressure, Tex responds to any and cooperative manner are out orable impression and wears we s throughout his territory while ienced, capable and dependable	en maintained. Working y and all demands made on standing. Personable, ll. He has established ch have proven very resident agent, Monty's	
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